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TOURISM DEPARTMENT

NOTIFICATION

The 16th June, 2025

[No.7699—TCT-COOD-POLICY-0001/2024/TSM.]

Sub: - ODISHA ADVENTURE TOURISM GUIDELINES, 2025

Odisha Tourism, often termed as '*The Best Kept Secret of India*', has enormous potential in tourism considering its rich historical background, locational advantage, cultural factors and awareness of the richness of nature. Being situated in the eastern part of India, Odisha has a significant geographical advantage owing to its rich natural & diversified tourism resources.

Among the emerging tourism segments, adventure tourism holds significant promises. Odisha's varied landscapes-ranging from dense forests and rolling hills to pristine beaches and vast water bodies-offer ideal settings for a wide range of adventure activities. Recognizing this potential, the Adventure Tourism Guidelines 2025 can create a structured framework for developing and promoting adventure tourism in the state and therefore, the State Government have been pleased to publish the Odisha Adventure Tourism Guidelines, 2025 for promotion and regulation of Adventure Tourism in the State of Odisha which is annexed herewith.

The Odisha Adventure Tourism Guidelines, 2025 is an integral component of the Odisha Tourism Policy 2022. The guidelines can be amended by the DoT as and when required.

ORDER

Ordered that the Notification be published in the Extraordinary issue of the *Odisha Gazette* for general information and copies thereof be forwarded to all Departments of Government / Principal A.G. (Audit) / Principal A.G. (A & E), Odisha Bhubaneswar.

By Order of the Governor

BALWANT SINGH

Commissioner-cum-Secretary to Government

“Odisha Adventure Tourism Guidelines 2025”

1. Introduction :

Odisha Tourism, often termed as '***The Best Kept Secret of India***', has enormous potential in tourism considering its rich historical background, locational advantage, cultural factors and awareness of the richness of nature. Being situated in the eastern part of India, Odisha has a significant geographical advantage owing to its rich natural & diversified tourism resources.

Among the emerging tourism segments, adventure tourism holds significant promise. Odisha's varied landscapes—ranging from dense forests and rolling hills to pristine beaches and vast water bodies—offer ideal settings for a wide range of adventure activities. Recognising this potential, the **Adventure Tourism Guidelines 2025** can create a structured framework for developing and promoting adventure tourism in the State.

The Adventure Tourism Guidelines 2025 is an integral component of the Odisha Tourism Policy 2022/ any prevailing Odisha Tourism Policy. The guidelines can be amended by the DoT as and when required.

These guidelines will be known as 'Odisha Adventure Tourism Guidelines 2025' dealing with promotion and regulation of Adventure Tourism in the State of Odisha.

2. Aim & Objectives :

- a. To promote Adventure Tourism in the State of Odisha.
- b. To promote Sustainable & Responsible Tourism with a view to create employment opportunities and to bring about socio-economic benefits to the stakeholder community.
- c. To promote adoption of sustainability standards for existing & new Adventure Tourism projects.
- d. To introduce innovative adventure tourism products and experiences, ensuring year-round tourism engagement.
- e. To encourage accreditation to all the key service providers within the State and create an exhaustive database.
- f. To ensure the benefits of the developments are percolated to local community.
- g. To preserve, enrich and promote Odisha's unique cultural heritage, natural resources and environment with a view to achieve inclusive development addressing the regulatory & Adventure tourism promotion as well as development functions with Private Sector Participation at all levels in an effective & well-coordinated manner.

- h. To promote circuit tourism in association with other States of the country to facilitate easy arrival and movement of the tourist.
- i. To upgrade skill, professionalism and promote employment opportunities in Adventure Tourism sector at local level.
- j. To develop Adventure Tourism products in an environment friendly manner.
- k. To become one of the leading States in India in terms of tourist footfalls.

3. Definitions :

- 3.1 Adventure Tourism:** Adventure tourism is a type of niche tourism where exploration or travel involves some degree of risk (real or perceived) and may require special skills, and physical effort. Adventure tourism can be any tourism activity that includes physical activity, cultural exchange, and connection with nature. Adventure tourism experiences are generally divided into two types -hard adventure and soft adventure.
- 3.2 Adventure Activities:** Adventure Activities means the adventure activities as approved by the DoT from time to time.
- 3.3 Adventure Tourism Project (ATP):** An Adventure Tourism Project refers to a project at any destination with adventure tourism activities, approved by DoT in Odisha.
- 3.4 Adventure Tourism Technical Cell (ATTC):** ATTC refers to the technical Cell responsible for providing technical expertise and guidance on adventure tourism activities.
- 3.5 Applicant:** Applicant refers to the entity/ organisation which applies for the Adventure Tourism project (ATP)
- 3.6 State Level technical Committee (SLTC):** SLTC refers to the State Level Technical Committee which is the apex body for technical support and approvals, policy formulation, regulatory oversight, and strategic planning for adventure tourism in the State.
- 3.7 State Level Advisory Committee (SLAC):** SLAC refers to the State level Advisory committee which serves as the apex body for policy formulation, regulatory oversight, and strategic planning for adventure tourism in the State.
- 3.8 ATOAI:** Adventure Tour Operators Association of India.
- 3.9 COD (Commercial Operation Date):** Date of “Commercial Operation” in relation to adventure tourism means the date on which the tourism unit opens to tourists on a commercial basis after due testing, trial running, and commissioning under relevant Government rules.

- 3.10 Competent Authority:** Competent Authority will be the Department of Tourism responsible to promote and regulate adventure tourism activities in the State, as per the prevalent guidelines and tourism policies.
- 3.11 Committees:** Committees refer to the committees formed under these guidelines or those to be constituted for the regulation of Adventure Tourism.
- 3.12 District Administration:** District Administration means the highest administrative setup of the district under whose territorial and administrative jurisdiction adventure tourism is to be promoted.
- 3.13 District Collector:** District Collector means the administrative head of the district.
- 3.14 DFO (Divisional Forest Officer):** DFO refers to the Divisional Forest Officer responsible for managing forest-related matters in adventure tourism areas.
- 3.15 Effective Date:** Effective Date means the date on which the 'Odisha Adventure Tourism Guidelines-2025' is published in the *Odisha Gazette*. The operative period of the guidelines starts with effect from the effective date.
- 3.16 Eligible Adventure Tourism Unit:** Eligible Adventure Tourism Unit means a new unit/existing unit, approved by the DoT as per the Odisha Tourism Policy (OTP) in force.
- 3.17 Existing Unit:** Existing Unit means an existing tourism unit undertaking the activity before the effective date and qualifying for registration with DoT.
- 3.18 Fair Weather & Foul Weather:** Fair weather & foul weather means weather conditions specified/defined/declared by the India Meteorological Department (IMD).
- 3.19 Hard Adventure Activities:** Adventure tourism activities that involve a high level of risk and require a greater level of expertise, skills, training, and experience. Tourists engaging in hard adventure activities need to have knowledge of the activity, a high level of expertise, physical and mental fitness, and expert guidance. High-altitude mountaineering, river rafting, scuba diving, hang gliding, and skydiving etc. are considered hard adventure activities.
- 3.20 Soft Adventure Activities:** Adventure tourism activities that involve moderate levels of risk, where participants do not require particular skills or experience. Most tourists engage in soft adventure activities for recreation and fun as these involve lower levels of risk. Hiking, camping, and biking etc. come under soft adventure activities.
- 3.21 Instructor:** Instructor means a person who is qualified and registered to conduct or accompany an operator in adventure activities for their smooth and safe organisation/completion.

- 3.22 Operator:** Operator means an adventure tourism activity operator(s), whether an individual, company, association, or society, registered to carry out a specific adventure tourism activity in the State of Odisha as approved by the competent authority/DoT.
- 3.23 Operation:** Operation means a trip to be undertaken or the act of conducting an adventure activity in the permitted area of jurisdiction.
- 3.24 Participants:** Participants means the person(s) who take part in adventure tourism activities.
- 3.25 RtS (Recognition to Setup) – RtS** is the certificate provided to the Applicant as approval for setting up of the Adventure Tourism project.
- 3.26 PRC (Provisional Registration Certificate):** PRC refers to a temporary certificate issued to an adventure tourism unit/operator until final registration approval is granted.
- 3.27 LtO (License to Operate) – LtO** is the license provided to the approved Adventure Tourism project based on completion for commercial operations
- 3.28 State:** State means the State of Odisha.
- 3.29 Department:** Department means the Department of Tourism (DoT), Government of Odisha.
- 3.30 Tourism Unit:** Tourism Unit means the Adventure Tourism units offering approved adventure tourism services
- 3.31 The Guideline:** The Guideline refers specifically to the Adventure Tourism Guideline.
- Any other words and expression used in these guidelines but not defined shall have the same meaning respectively as assigned to them in the Odisha Tourism Policy & other guidelines issued by the DoT/MoT from time to time.

4. Nodal Department :

- 4.1** The Department of Tourism (DoT) is the nodal department responsible for the implementation and periodic review of these guidelines.
- 4.2** DoT shall engage expert institutions through appropriate partnership like Memorandums of Understanding (MoUs) etc to conduct feasibility studies, safety audits, application scrutiny, and provide technical support to various committees as and when required, ensuring effective and timely execution.
- 4.3** MoUs with expert agencies / Institutions shall be signed basis broad domains, such as
- a. **Aero / Air Based Tourism:** Directorate General of Civil Aviation (DGCA) / Aero Club of India (ACI) / Paragliding Association of India (PAI)/ or similar recognised institutes of repute having rich experience in subject specific sector.

- b. **Water Sports:** National Institute of Water Sports (NIWS) / Inland Waterways Authority of India (IWAI) / or similar recognised institutes of repute having rich experience in subject specific sector.
- c. **Land Based Adventure Sports:** Indian Mountaineering Foundation (IMF) /Nehru Institute of Mountaineering (NIM)/ Himalayan Mountaineering Institute (HMI) / or similar recognised institutes of repute having rich experience in subject specific sector.

5. Applicability of the Guideline :

- 5.1** The guideline will be applicable to the specific destinations (Land, Water & Air) where the Adventure Tourism activity is undertaken with approval of the Department of Tourism.
- 5.2** The guideline shall be applicable to all individuals, firms, companies, and organisations that are engaged in or intend to engage or wishes to operate adventure tourism activities within the State of Odisha.
- 5.3** In case of any conflict or ambiguity in relation to the regulation issued by other departments / agencies, Adventure Tourism guidelines will prevail over other for additional compliances.

6. Strategic Pillars :

Following strategic pillars have been identified for development of adventure tourism by Department of Tourism involving all stakeholders.

- i. Destination and product development
- ii. Site assessment and strategy
- iii. Governance and institutional framework
- iv. Skills, capacity building and certification
- v. Safety management framework
- vi. State, District & local level rescue and communication grid
- vii. Marketing and promotion

As and when required, Department of Tourism will plan, develop & implement the adventure tourism activities with support from the following Stakeholders as per strategic requirement as this niche segment involves a diverse set of stakeholders, whose role will be crucial for the successful promotion of Adventure tourism in the State.

- a. Ministry of Tourism (MoT), Government of India
- b. Ministry of Environment, Forests and Climate Change (MoEF&CC), Government of India.

- c. Directorate General of Civil Aviation (DGCA) / Aero Club of India (ACI)/ / or similar recognised institutes.
- d. National Institute of Water Sports (NIWS) / or similar recognised institutes
- e. Inland Waterways Authority of India (IWAI)
- f. Indian Mountaineering Foundation (IMF) /Nehru Institute of Mountaineering (NIM) / Himalayan Mountaineering Institute (HMI) / or similar recognised institutes
- g. Forest Environment & Climate Change Department, Odisha
- h. Industries Department, Odisha
- i. Department of Sports & Youth Services, Odisha
- j. Department of Water Resource, Odisha
- k. Commerce & Transport Department, Odisha
- l. Panchayati Raj & Drinking Water Department, Odisha
- m. Revenue & Disaster Management Department, Odisha
- n. Chilika Development Authority
- o. District Administration
- p. Adventure Tour Operators Association of India (ATOAI)
- q. Any other stakeholder as and when required by DoT

7. Adventure Tourism Products and Destinations :

Department of Tourism shall undertake the feasibility study of all potential adventure tourism activities and destinations/ site decided by DoT/ suggested by Govt agencies / Private entrepreneurs in the domain of Aero, Water and Terrestrial / Land based, suggested by engaging subject matter technical experts / agencies/.

The indicative list of Adventure Tourism Activities and Tentative Locations is given in **Annexure A** .

8. Adventure Tourism Infrastructure :

8.1 Identification and Demarcation of Areas :

Identification and demarcation of areas suitable for adventure tourism activities will be based on identification by Department of Tourism in coordination with other relevant Departments such as the Forest Department, Department of Sports, Water Resource Department, or any other suitable Department/ authority or by engaging Subject Matter Specific technical experts / Agencies

- a. Identify and demarcate specific areas for adventure tourism such as trekking trails, rock climbing zones, paragliding take-off and landing areas, cycling trails, camping

sites, Kayaking, Rafting, River Cruising, Scuba Diving, Snorkelling, Hot Air Ballooning, Kite Boarding, Hang Gliding, Para Gliding, Para Motoring, Sky Diving, Air Safaris etc. and approved adventure tourism activities by DoT.

- b. Ensure these areas are marked and regulated in accordance with safety standards prescribed by Odisha Adventure Tourism Guidelines.
- c. Any other activities approved by MoT will be followed time to time as applicable/ as and when required.
- d. Based on Proposals of intent submitted by entrepreneurs/ private and public entities etc.

8.2 Area Zoning for Adventure Tourism :

- a. The Department of Tourism in coordination with concerned District Administrations and by engaging Subject Matter Specific technical experts/ agencies shall finalise and clearly demarcate zones with Geo-referencing for operations of different adventure activities.
- b. Operator shall be allotted location/land on lease as per availability of land and carrying capacity of each location. In case where multiple operators have applied for same location, DoT shall opt for selection of operator through transparent bidding process.
- c. After the completion of the first tenure, a re-bidding process may be conducted. Additionally, ATTC shall undertake a feasibility study to assess the viability and sustainability of operations, subject to approval of SLTC.
- d. The decision of DoT shall be final, in case of any discrepancy.

8.3 Development of Common Infrastructure :

The primary responsibility of developing tourism infrastructure/ amenities at adventure tourism destination shall be with the approved operators. However, the Department of Tourism, in coordination with the concerned departments, based on assessment shall develop the necessary trunk infrastructure in the State wherever required, including-

- a. Approach Roads to adventure hubs/locations.
- b. Public Conveniences such as restrooms and potable drinking water.
- c. Power and Water connections (however, connection charges and utility bills must be paid directly by the operator)
- d. Any other suitable common facilities required for the site

DoT may explore possibility of such trunk infrastructure development following a convergence approach involving various line departments/ agencies, as and when required.

8.4 Environmental Conservation :

- a. The Adventure Tourism Projects must be complied with all applicable statutory & regulatory requirements for setting up of the Adventure tourism activities at the destinations
- b. Adventure Tourism Projects shall ensure the environmental conservation and sustainability of the location where the adventure tourism activities are operational.

9. Institutional Framework:

9.1 State Level Advisory Committee (SLAC) :

The SLAC serves as the apex body for policy formulation, regulatory oversight, and strategic planning for adventure tourism in the State.

SI	Designation	Responsibility
1.	Commissioner- <i>cum</i> -Secretary, Tourism Dept., Odisha	Chairman
2.	Representative of Director General of Police, Odisha	Member
3 .	Secretary, Sports & Youth Services Dept., Odisha / its Representative	Member
4.	Representative of Secretary, FE&CC Dept., Odisha	Member
5.	Representative of CEO, Odisha Maritime Board	Member
6.	Representative of Secretary, Water Resource Dept. Odisha	Member
7.	Representative of Director of Aviation, Odisha	Member
8.	Expert Institutions in Land, Air and Water based Adventure Tourism Activities	Member
9.	Director, Tourism	Member Secretary

Role & Responsibilities:

- a. To formulate and review adventure tourism guidelines, ensuring alignment with best practices.
- b. This committee shall also formalise/ advisories for each adventure tourism activity for each adventure tourism activity as and when required in consultation with domain experts.
- c. To define a long-term vision and strategic roadmap for adventure tourism development in Odisha.

- d. To provide necessary assistance to the Government for the proper implementation of Adventure Tourism Guidelines.
- e. To recommend financial incentives, subsidies, and investment models for promoting adventure tourism.
- f. To suggest amendments in the regulatory framework to enhance safety and operational efficiency.
- g. To recommend the methodology and procedure for inquiry of accidents occurring during adventure tourism activities and recommend remedial steps to avoid any untoward accident in future.
- h. To hold half-yearly meetings for reviewing the implementation and impact of adventure tourism initiatives as and when required by the Chairperson.
- i. Any other roles to be assigned by DoT as and when required.

9.2 State Level Technical Committee (SLTC) :

The SLTC serves as the apex body for technical support and approvals, policy formulation, regulatory oversight, and strategic planning for adventure tourism in the State.

SI	Designation	Responsibility
1.	Director, Tourism	Chairman
2.	Representative of Director General of Police, Odisha	Member
3.	Representative of Secretary, Sports & Youth Services Dept., Odisha	Member
4.	Representative of Secretary, FE&CC Dept., Odisha	Member
5.	Representative of CEO, Odisha Maritime Board	Member
6.	Representative of Secretary, Water Resource Dept. Odisha	Member
7.	Representative of Works Department/ Rural Development Dept. (based on destination)	Member
8.	Technical Experts from institutes of repute covering the related field of adventure tourism (Land/Aero/Water)	Member
9.	Officer in In charge (Adventure Tourism) , Dept. of Tourism	Member Convenor

Role & Responsibilities :

- a. Review and dispose (approve/ reject/ defer/ revert with query) new applications of Adventure Tourism project/projects to ensure compliance with eligibility criteria and regulatory guidelines.
- b. Review and dispose new/ renewal applications of adventure tourism projects (which do not require land/ CIS) for Recognition to Setup (RtS) by verifying adherence to technical, operational standards, safety, and regulatory standards.

- c. Recommend the issuance of License to Operate (LtO) project, for adventure tourism projects (which do not require land/ CIS) that meet the required technical, safety, and operational standards.
- d. Develop and establish Standard Operating Procedures (SOPs) for adventure tourism activities, focusing on safety measures, equipment usage, risk mitigation, rescue procedures, and environmental sustainability.
- e. Review and provide an opinion on the transparent bidding process (in competitive locations) for selecting multiple operators, ensuring fairness, competitiveness, and adherence to government procurement guidelines.
- f. SLTC shall sit once in a month to review/ recommend/ approve/ dispose/ discuss/ defer/ reject / raise query etc on any issues/ pending tasks.
- g. Any other roles as and when assigned by DoT.

9.3 Adventure Tourism Technical Cell (ATTC) :

The ATTC shall be the technical facilitation cell for scrutiny/ recommendation of the adventure tourism applications received across the State

SI	Designation	Responsibility
1.	Special Secretary/ Senior Officer In charge (Adventure Tourism), Dept. of Tourism Odisha	Chairman
2.	Technical Experts from institutes of repute covering the related field of adventure tourism (Land, Air and Water based)	Member
3.	Superintendent Engineer, OTDC	Member
4.	Under Secretary in charge of Adventure Tourism	Member - Convener

Role & Responsibilities :

- a. Preliminary scrutiny of all applications / proposals related to adventure tourism activities and checking whether the application is in prescribed format and requisite documents are provided.
- b. The ATTC shall have functional jurisdiction to certify the date of commencement of commercial operation/operations.
- c. Review and evaluate applications, ensuring compliance with required standards for business plans, safety, environmental regulations, and land details.
- d. Financial Scrutiny of Adventure Tourism projects with proposed cost of less than Rs.10 Cr. Project proposal above Rs.10 Cr. will be sent to facilitation cell at IPICOL for financial scrutiny.

- e. Solicit land feasibility report on the proposed location from District as and when required.
- f. Ensure physical assessment/ verification by a team with any member of the Cell, technical experts and concerned DLC members to ascertain feasibility of the sites before the issuance of RtS (Recognition to Setup)
- g. Solicit report from other Departments/Agencies as and when required relating to the project.
- h. Coordinate with expert team members for assessing adventure tourism facilities and operations, verifying all details submitted by project proponents, develop different scrutiny formats and checklists.
- i. Ensure physical verification of infrastructure, safety measures and compliances involving the technical experts before recommendation to SLTC for issuance of LTO (License to Operate).
- j. Coordinate with SLTC, SSWCC, other Single Window Clearance Authorities and DoT by forwarding/placing eligible applications with scrutiny reports and recommend for further processing.
- k. To get quarterly compliance checks and random audit / verification done by experts in association with DLC.
- l. ATTC shall also function as the Facilitation Cell (FC) for the single window clearance purpose.
- m. Assist in implementation of Adventure Tourism Guidelines and facilitate financial incentives like CIS as per the provisions of Odisha Tourism Policy (OTP) and the related Operational Guidelines in force.
- n. Facilitate the Capital Investment Subsidy (CIS) through GO SWIFT portal to support investment in adventure tourism infrastructure and promote sectoral growth.
- o. Review, assess, and recommend Adventure Tourism Project applications and renewals based on compliance with eligibility criteria, regulatory guidelines, safety standards, and feasibility assessments, determining approval, rejection, or necessary revisions.
- p. Place before SLTC for matters related to issuance of License to Operate (Lto) for compliant adventure tourism projects, develop SOPs covering safety, risk mitigation, and sustainability, and ensure transparency and fairness in the bidding process for selecting operators.
- q. Any other roles as and when assigned by DoT.
- r. Formats/ certificates for RtS/ Lto/ any other relevant documents shall be provided by ATTC to the applicant in consultation with the technical agencies onboarded

9.4 District Level Committee (DLC) :

The DLC is the district level Committee for assessment and provision of land for the adventure tourism projects.

SI	Designation	Responsibility
1.	District Collector	Chairman
2.	Superintendent of Police	Member
3.	District Forest Officer	Member
4.	Tahsildar of the concerned area	Member
5.	Executive Engineer, Water Resources (Concerned)	Member
6.	BDO/ ULB Executive Officer/ Municipal Corporation representative (Concerned)	Member
7.	Tourism Development Officer	Member - Convenor

Role & Responsibilities:

- The committee will identify potential Adventure tourism sites by self / as and when requested by ATTC.
- To ensure representation of ATTC members, Subject matter technical experts and representative of DLC for field verification and to ascertain the technical feasibility of the proposed adventure tourism activity at the proposed location.
- Enforce safety and risk management measures as per guidelines
- Support monitoring of safety measures and conducting random compliance checks of the ATP in association with ATTC.
- To report any untoward incident / accident and undertake its enquiry/ investigation and submit report to Director Tourism (Chairperson of the Rescue and Communication Grid)
- Address grievances and complaints related to adventure tourism at the district level.
- Any other roles as and when decided by DoT

Note –

The single window branch of DoT shall provide all secretariat assistance to the SLAC, SLTC and ATTC and maintain records related to any adventure tourism project.

10. Application Process :

The Department of Tourism (DoT) will launch a dedicated portal (Go Adventure Portal) for adventure tourism applications, enabling applicants to register, submit applications, upload required documents, and pay the application fee etc.

Upon submission, the application will be directed to the Adventure Tourism Technical Cell (ATTC) for initial processing and scrutiny/ field assessment.

The application shall be forwarded to SLTC (State Level Technical Committee) for further process for –

- a. **Case 1** – Where land/ CIS is not required by Applicant: Provision of RtS (Recognition to setup) and LtO (License to Operate)
- b. **Case 2** – Where Land/ CIS is required by Applicant: Forwarding to Go-SWIFT for further action. The final approval of the project will be granted through the Single Window Mechanism.

10.1 Detailed Steps for application :

10.1.1.STEP 1 – APPLICATION AND DOCUMENTS TO BE SUBMITTED :

Applicant must submit application of proposal on Go Adventure Portal along with required set of documents mentioned below-

A) Documents submission along with application

The application form for approval of Adventure Tourism projects shall be submitted online through the Go-Adventure Portal in the format provided at **Annexure B** along with the following documents

- a. DPR /Feasibility report for project appraisal
- b. General Check list with details like Business registration certificate, PAN, and GST registration and office details with other documents as per **Annexure C**
- c. List of details of equipment owned/leased and their maintenance logs as per **Annexure D**
- d. Details of trained and certified personnel/ Manpower details as per **Annexure E**
- e. Format for Self-Certification is attached at **Annexure F**
- f. Proof of financial capacity, including audited financial statements.
- g. Working / Operational Experience certificate etc.
- h. The applicant should provide the details of own land / Government Land requirement while applying for setting up of the unit towards operation of the specific adventure tourism activity.

10.1.2.STEP 2 – SCRUTINY BY ATTC :

ATTC shall scrutinise the proposal (NOCs, Documentations, Human resources, certifications, Equipment etc) through technical experts, for assessment/ scrutiny /physical verification of site.

A. Scrutiny And Field Verification by ATTC

- i. Upon receiving the application, the Adventure Tourism Technical Facilitation Cell (ATTC) in the Department of Tourism, shall scrutinise it with support from the subject matter experts on boarded by DoT, The Technical Committee may seek clarifications or additional details from the project proponent if required.
- ii. If the application is found suitable, the ATTC shall forward the application to the concerned DLC for land assessment.
 - a. The DLC may seek support from State appointed Technical Experts.
 - b. After the assessment, the DLC will submit report on the suitability of the land parcel or compact patch of land.
 - c. Upon receiving the report from DLC on suitability of land, the Adventure Tourism Technical Cell (ATTC) will ensure physical verifications by a team with any member of the Cell, technical experts and concerned DLC members to ascertain if the site is technically feasible for operation of the proposed adventure tourism activity.
- iii. During the physical verification, the officers like representative from District Tourist Office, Sub-Collector / Tehsildar of the concerned location etc. should join the verification team.
- iv. The physical verification shall assess the Office details as well as adequacy of infrastructure, compliance with safety norms, and qualifications of personnel etc.
- v. The ATTC will compile reports from the DLC, Technical Team, and other relevant departments (if any) to prepare a Scrutiny Report for further consideration.
- vi. In case of proposals recommended by ATTC, which do not require land/ incentive under Odisha Tourism Policy (OTP), then Director Tourism shall issue the RtS (Recognition to Setup) for setting up of the projects, post approval by SLTC.
- vii. In case of query, raised by ATTC, the applicant shall be given 30 days to submit compliances with the required documents. The query if any will be raised through Go Adventure Portal for necessary compliances.
- viii. Technical agencies onboarded by DoT shall provide handholding support to ATTC as and when required in the process of approval.

This recommendation shall be valid for a period of six (06) months, during which the applicant must apply on Go-SWIFT portal for availing PRC by SSWCC. (in case land/ CIS is a requirement)

10.1.3.STEP 3 – RECOMMENDATION BY ATTC TO SLTC :

ATTC shall forward the proposal to SLTC for disposal. At this stage, the project proponent may be asked for further clarifications if required.

10.1.4.STEP 4 – SLTC REVIEW AND APPROVAL/ RECOMMENDATION :

SLTC shall review and dispose the Adventure Tourism Project application and recommend for –

- a. Case 1– Where land/ CIS is not required by Applicant :** Provision of RtS (Recognition to setup) by Director Tourism on approval by SLTC
- b. Case 2– Where Land/ CIS is required by Applicant :** Forwarding to Go-SWIFT for further action. The final approval of the project will be granted through the Single Window Mechanism.

10.1.5.STEP 5 – FINAL VERIFICATION AND ISSUANCE OF LTO :

- a. Upon completion of construction, the project proponent shall request a final site visit from DoT.
- b. Applicant shall be ready with all necessary certifications / Approvals / NOCs required for the respective Adventure Tour operations.
- c. The Adventure Tourism Technical Cell (ATTC) will ensure the final verification by a team with any member of the Cell, technical experts and concerned DLC members for final verification before issue of permit to operate. The members of the DLC like the local Tehsildar / Sub-Collector / representative from District Tourism Office shall also join during such final verification
- d. Verification Checklist (Indicative):
 - a. Verification of adventure equipment and instruments
 - b. Availability of trained manpower with necessary certifications
 - c. NOCs from relevant authorities
 - d. First aid and safety measures
 - e. The Committee may seek additional documents from the project proponent as deemed necessary during site visits.
- e. Upon completion of the verification, if the unit is found to be compliant & ready for operation, the inspecting team of the ATTC shall submit a detailed report along with necessary observations & place for further action by the SLTC.
- f. SLTC shall review and dispose application and recommend for LtO (License to Operate) by Director Tourism

- g. Following the approval of the SLTC, the Director, Tourism will issue to LtO in favour of the applicant, which shall be valid for 3 years (Extendable by 2 years).
- h. Projects having more than INR 5.00 Crore investment can be allowed further extension maximum up to 10 years subject to approval of Government in DoT.
- i. The applicant can start the adventure tourism operations after receipt of the LTO and submit quarterly status report on Go Adventure Portal.

Note –

- i. Timelines for disposal of applications is mentioned at Annexure G
- ii. The project proponent shall have 12 months to set up the project from the date of receiving the RtS/ PRC/ allotment of land, whichever is later.
- iii. If the project is not completed within 12 months, the proponent may request for an extension of 6 months.
- iv. DoT shall reserve the right to take a decision for extension based on SLTC recommendation.

10.2 PROCESS FOR EXTENSION :

- a. The applicant shall submit a formal application on Go Adventure Portal for an extension at least 60 days before the deadline.
- b. Upon receiving the application, ATTC shall review and verify the site/ project for all components i.e., equipment, HR, NOCs, any other relevant documents/ certificates etc through technical experts and place before SLTC for further approval.
- c. SLTC shall review and decide on the extension request within 30 days and may allow the extension for 2 years.
- d. Projects having more than INR 5.00 Crore investment can be allowed further extension maximum up to 10 years subject to approval of Government in DoT.

10.3 PROVISION OF LAND :

- a. If the project requires Government land, ATTC will assess the quantity of land requirement as per the provisions of OTP / OGs / Adventure Tourism Guidelines and forward it to FC (Facilitation Cell) for consideration of SSWCC.
- b. On approval of the SSWCC/ SLSWCA etc, tourism Department will assess the land requirement for each project based on the project details, layout, furnished by the applicant with reference to prescribed norm for the project as per Odisha Tourism Policy and related Operational Guidelines/ Adventure Tourism guidelines in force and recommend to IDCO/ any other relevant authority for land allocation.

- c. Such allotment in these cases shall be subject to land lease / surface rights agreement by appropriate authority, maximum for a period of 10 years subject to approval of RtS/ LtO by DoT
- d. The project proponent must adhere to the terms and conditions specified in the lease agreement, including compliance with environmental and safety standards

11. DISBURSEMENT OF CAPITAL INVESTMENT SUBSIDY :

The fiscal / non-fiscal incentives for adventure tourism will be available for the willing applicants as per the provisions of Odisha Tourism Policy & the related operational guidelines in force.

11.1 APPLICATION FOR CAPITAL INVESTMENT SUBSIDY (CIS) :

- a. Eligible Adventure Tourism unit shall file its claim for CIS in the prescribed Application Form complete in all respect, within one year from the date of starting commercial operation. Application received after the due date / incomplete in any respect shall be decided case to case basis by Tourism Department. The tourism units, whose commercial operation has started before the date of notification of the Tourism Policy, 2022 shall not be eligible in getting any incentives including CIS under this policy.
- b. Upon receiving the application, FC (Facilitation Cell) of DoT shall take necessary action in accordance with the OTP / related Operational Guidelines (OG) in force for the Disbursement of CIS.
- c. The set update of the project will be decided as per Clause-12 (C) of the Odisha Tourism Policy.
- d. In instances where the required setup dates are unavailable, the Department of Tourism (DoT) shall consider the date of receipt of the License to Operate (LtO) by SLTC as the official set up date for the project.
- e. The FC will scrutinise all applications and place the scrutiny report before the SSWCC for approval for sanction. No CIS can be sanctioned by DoT without approval of SSWCC.
- f. If found suitable, the SSWCC shall approve the CIS and recommend for sanction and disbursement by DoT.

11.2 VALUATION OF CAPITAL INVESTMENT SUBSIDY :

- a. The valuation of the expenditure, claimed by the project proponent, will be done by a Government approved valuer or agency approved by Government of Odisha. Only after such valuation report, the eligible amount CIS will be calculated.

- b. Incentives for tented accommodation will be given only after successful running of at least 3 months in a year for 2 years successively and valuation report by a government approved valuer or agency approved by Government of Odisha
- c. Any eligible tourism unit seeking applicable subsidies shall be governed by the provisions outlined in Clause-15 of the Odisha Tourism Policy 2022.

11.3 COMPLIANCE & CONCURRENT MONITORING :

- a. **Half yearly Audit:** The Adventure Tourism Technical Cell (ATTC) shall get a half yearly site visit by its members with technical subject specific experts or / and members from the DLC conducted to ensure adherence to compliance and safety standards by the ATP (Adventure Tourism Project)
- b. **Surprise Inspections:** There may be surprise visits by the ATTC members / Technical experts / Agencies / Safety Audit Team / members of DLC / members of other committees to check compliance of the safety, environmental and operational guidelines by the applicants
- c. Non-Compliance to statutory & regulatory requirements if detected:
 - i. The applicants shall be issued with a show cause notice to reply within a stipulated time period.
 - ii. Continuous non-compliance shall lead to suspension or revocation of the LTO – License to Operate as Clause 15 and 16

12. PERMISSION FOR ORGANISATION OF ADVENTURE TOURISM EXPEDITION :

In case of organisation of Adventure Tourism Expedition, the applicant must submit the application to Director, Department of Tourism along with all required documents/ permissions/ NOCs/ Clearances/ Feasibility study reports/ any other relevant documents. This application shall not be a part of the online portal Go-Adventure and must be dealt separately by DoT from case-to-case basis, as per the institutional mechanism in place.

Department of Tourism shall forward the application to ATTC for scrutiny. ATTC shall take up the scrutiny of documentation, get the feasibility verification done through technical experts and place before SLTC for further scrutiny and recommendation of proposal for placing before SLAC.

ATTC shall share the proposal with various concerned departments for feedback and recommendation. Based on recommendations, ATTC shall place the proposal and recommendations etc before SLAC for final approval.

The concerned departments may be invited to the SLAC meeting for any clarifications if required.

Director Tourism shall issue the permit after approval of the SLAC for the proposed event / expedition

Modalities, roles and responsibilities of all stakeholders and the applicant shall be decided by SLAC after approval of the proposal on case-to-case basis.

In addition to the safety protocols mentioned in the Adventure tourism guidelines, the applicant must adhere to the following –

- a. Pre-Expedition Requirements like Obtaining of necessary Permits and Approvals from relevant authorities and expert agencies with all the necessary documents like risk assessment study, emergency planning, DPR of proposed adventure expedition, operator qualifications/ medical fitness certificates, equipment list, environment impact assessment study, waste management plan etc
- b. During the expedition, the operator must keep necessary forms for participants like medical fitness certificate, consent for participating etc.
- c. Post-Expedition Requirements like report on expedition, incident reporting, evaluation, profit and loss statement etc. to improve future expeditions

13. RESCUE AND COMMUNICATION GRID FOR ADVENTURE TOUR OPERATIONS:

13.1 ESTABLISHMENT OF RESCUE & COMMUNICATION GRID :

- a. The operator must have their own safety & rescue mechanism in place. They should submit their established communication grid towards immediate response in case of any unforeseen accident or untoward happening.
- b. The DoT with support from the ATTC shall establish a dedicated Rescue & Communication Grid under the Chairmanship of the Director Tourism to ensure a coordinated response in case of any unforeseen incidents occurring during adventure tourism activities.
- c. The Rescue & Communication Grid shall operate in close coordination with the District Collector, District Police, National Disaster Response Force (NDRF), State Disaster Response Force (SDRF), National Institute of Mountaineering and Allied Sports (NIMAS), Fire & Emergency Services, and local medical facilities.
- d. The Rescue & Communication Grid shall be responsible for Incident Reporting & Activation of Rescue Grid
- e. In case of any unforeseen accident or untoward happening, the Operator must immediately initiate rescue and relief operations (in close co-ordination with Tehsildar) and communicate to the Rescue and Communication Grid constituted that comprises of Local Police Station/ District Emergency Section of Concerned District / Local Tehsildar/ Authority.

- f. The local Tehsildar as a part of Rescue and Communication Grid shall initiate rescue operations and communicate the incident to Director Tourism immediately.
- g. Upon receiving an incident report, the Director Tourism shall promptly activate the Rescue & Communication Grid and deploy necessary resources for rescue operations, with support from District Administration and related departments.
- h. The concerned District Collector, District Police and other relevant departments shall take immediate cognizance of the incident and initiate emergency response measures.

13.2 DEPLOYMENT OF RESCUE & EMERGENCY RESPONSE TEAMS :

- a. Upon activation of the Rescue & Communication Grid, relevant agencies shall be mobilised according to the incident's nature and severity:
 - a. NDRF & SDRF: For large-scale rescue operations involving multiple casualties, natural disasters, or hazardous situations.
 - b. District Police & Disaster Response Team: For securing the accident site and facilitating rescue efforts.
 - c. Specialised domain-specific Rescue Teams: For technical support in domain-specific rescues, including land-based, water-based, and aero-sports incidents
 - d. Medical Response Teams & Local Hospitals: For providing first aid, trauma care, and medical evacuation.
 - e. Fire & Emergency Services: For fire-related incidents, drowning cases, and critical rescue operations.
 - f. The District Collector shall designate a Nodal Officer responsible for coordinating rescue operations and ensuring swift intervention.

13.3 POST-RESCUE INVESTIGATION & REPORTING :

- a. All adventure tourism project operators shall be mandated to submit an incident report within 24 hours of any accident to the Department of Tourism, ATTC, and the District Collector's Office.
- b. The ATTC shall conduct a detailed investigation into the cause of the incident, analysing factors such as equipment failure, operational negligence, and compliance with safety norms.
- c. Based on the findings of the investigation, necessary enforcement actions shall be taken, including but not limited to:
 - i. Revocation of permits for operators found in violation of safety standards.

- ii. Mandatory retraining and re-certification of adventure tourism activities personnel.
- iii. Implementation of additional safety protocols where required.

13.4 CORRECTIVE MEASURES & STRENGTHENING OF SAFETY FRAMEWORK :

- a. The ATTC and Department of Tourism shall ensure regular visits, surprise audits, and safety drills at all registered adventure tourism facilities.
- b. All adventure tourism project operators shall be required to undergo annual safety certification to ensure compliance with the latest safety protocols and emergency response mechanisms.
- c. Public awareness campaigns shall be undertaken to educate participants on safety measures, risk factors, and emergency preparedness while engaging in adventure tourism activities.
- d. The Department of Tourism shall issue periodic safety advisories and update guidelines based on emerging risks and best practices in the adventure tourism sector.

13.5 ENFORCEMENT & COMPLIANCE :

- a. Any violation of the prescribed safety norms and failure to comply with the guidelines shall result in penal action, cancellation of license, and ineligibility for government incentives under the OTP/ Adventure Tourism guidelines.
- b. The Department of Tourism, in consultation with ATTC, shall notify the Standard Operating Procedures (SOPs) for handling emergencies, ensuring uniformity in rescue operations across all adventure tourism locations in the State.

14. SAFETY AUDIT AND CERTIFICATION :

14.1 GENERAL :

- a. Safety standards and safety norms prescribed by National Institute of Water sports, Ministry of Tourism, Government of India or any other Competent Agency appointed/ authorised by the Government of Odisha shall be followed by the Adventure Sports operators.
- b. All Adventure tourism activities operators should possess Safety Certificate and produce such certificate for verification whenever called for.
- c. All safety standard and norms laid down by NIWS/ASFI/NIM/HMI/DGCA/ATOAI etc. or any other competent agency designated for that purpose, shall be strictly followed by all operators.

- d. The Operators of Adventure tourism activity will have to get the safety-certification done of all the equipment proposed to be put in use at least once in a year.
- e. The Tourism department reserves the right to ask any competent agencies/ organisations to undertake safety audit of Adventure tourism activities equipment of any operator at any point of time during the operation of Adventure tourism activities
- f. It is proposed that Department of Tourism shall facilitate/ support accredited agencies like NIWS/ NIM /HMI /DGCA/ATOAI for opening their regional offices at Bhubaneswar making it easier for the operator for approvals, equipment testing etc. and certification for water/aero/land-based activities.
- g. The DoT shall onboard technical agencies, having technical expertise in carrying out quarterly audits of adventure tourism activities across the State.
- h. Audits will include safety checks, equipment verifications, infrastructure assessments, and compliance verification as per prescribed standards.

14.2 SAFETY PROTOCOLS :

- a. Standard safety protocols prescribed by the Ministry of Tourism (MoT) and the Department of Tourism (DoT) will be strictly followed.
- b. Operators must ensure the use of certified safety gear, well-trained instructors, and adequate insurance coverage for participants.
- c. Periodic safety drills and mock rescue operations must be conducted to enhance preparedness.

15. GROUNDS FOR PENAL ACTION :

- a. Any operator who causes harm/injury/ death to a tourist/ general public / third party on account of his actions/ irresponsible behaviour/neglect of safety norms because of the operation of the Adventure tourism activity will be liable for penal action.
- b. Indulged in any kind of malpractices or dissemination of misleading information which tantamount to cheating.
- c. Being established as a 'nuisance': Any Adventure tourism activities operator who is found to be violating the queue system or operating the Adventure tourism activities equipment in unauthorised area shall be treated as nuisance and shall be prosecuted.

16. PENAL PROVISIONS :

- a. Such errant operator shall be punishable as per relevant provisions of the Bharatiya Nayaya Sanhita (BNS), Criminal Procedure Code or Civil Procedure code and/ or any other law/ rule/ regulation/ statue as may be applicable in that case may be.
- b. The errant Operator in case of minor violations/ deviations, shall be barred for ten days for the first default and thereafter for 30 days in case of subsequent default/ violation of these guidelines by Director Tourism
- c. For subsequent violation/ default the permit may be suspended for such period as deemed fit by Director Tourism.
- d. In case of repeated violations, the License to Operate (LTO) shall be revoked by Director Tourism
- e. In case of default or breach or non-compliance of any of the terms and conditions of the Adventure Tourism Guidelines, standard operating procedures, or any other violations as per prevailing Laws, the Security Deposit of the Operator with interest accrued thereon shall be forfeited without notice by Director Tourism.

Appeal:

Any Operator aggrieved by an order made by Director Tourism may prefer appeal before Secretary Tourism within 30 days of receipt of such order.

17. MARKETING AND PROMOTION :

Department of Tourism shall organise various tourism promotion events to attract tourists to the State, namely:

- a. The Department of Tourism shall participate in different leading national & international tourism fairs/ events and organise domestic and international road shows in leading and focus cities within and outside the country and shall provide incentives to the tourism stakeholders to participate in international tourism events to increase tourists' arrival in State.
- b. Organise familiarisation tours for leading tour operators, travel writers of the country and abroad to attract more foreign & domestic tourists.
- c. Extensive outdoor marketing within the country & abroad which include signages in airports, branding of trains, hoardings in strategic locations etc.
- d. Media campaign both in print & electronics within the country & abroad shall be done by the Government to attract more tourists to the State.

- e. Best use of Social and Digital Media Platforms by developing creatives to attract the young travellers and reach out to tourists across the world and within India.
- f. Engage with influencers and vloggers to showcase the variety and diversity across various destinations across Odisha.

Note -

The Ministry of Tourism, Government of India, has issued the National Strategy for Adventure Tourism 2022 and the Indian Adventure Tourism Guidelines (Version 2, 2018) prepared by ATOAI. For further details on Standard Operating Procedures (SOPs) and activity-based guidelines, these guidelines may be referred.

18. BUDGET :

The Department of Tourism shall utilise the existing budgetary provision made under Department of Tourism, to ensure the effective implementation of adventure tourism like appointing technical agencies/ domain experts, enhancing tourism infrastructure, adopting modern technologies/ IT infrastructure, marketing campaigns, outreach programs, logistic arrangements, monitoring and any other expenditure if required.

Annexure A**TYPES OF ADVENTURE TOURISM ACTIVITIES AND TENTATIVE LOCATIONS**

Based on the “Indian Adventure Tourism Guidelines” by Ministry of Tourism, Government of India, a large number of activities come under adventure Tourism. Department of Tourism, Government of Odisha will take decision for providing recommendation for promotion of any of the activities listed below or any additional activities in the following three categories of adventure activities from time to time.

Category 1: Aero-Sports (Tentative list of activities and destinations)

SI	Activities	Activities Defined Area	NOC/Certificate from Competent Authority
1	Hot Air Ballooning	Bhubaneswar, Cuttack, Hirakud, Deomali, Chilika Lake, Tampara, Puri, Daringbadi, Dhauli	Mandatory - Directorate General of Civil Aviation (DGCA)/ Aero Club of India (ACI), NoC from Local Authority, Clearance from Local Police Station, NIWS & CRZ clearance, Odisha Maritime Board (OMB) if required.
2	Kite Boarding	Ramchandi, Puri Beach, Gopalpur Sea Beach, Sonapur, Talsari,.	
3	Hang Gliding/ Paragliding	Deomali, Daringbadi, Barunei Hill, Mahendragir.	
4	Para Motoring	Gopalpur, Talasari, Chandipur, Chandrabhaga, Hirakud, Putsil, Pendajam, Satkosia, Cuttack, Khorda	
5	Skydiving	Hirakud, Mayurbhanj, Rourkela, Berhampur, Keonjhar	Optional - Air Traffic Control (ATC)
6	Air Safaris	Bhubaneswar-Cuttack, Bhubaneswar-Chilika-Berhampur, Koraput, Hirakud-Sambalpur, Mahendragiri-Jirang	
7	Additional activities related to adventure tourism will be identified by the department of tourism on a periodic basis with support from other stakeholders as per requirement.		As per activity requirements

Category 2: Land-based Adventure Sports (Tentative list of activities and destinations)

SI	Activities	Activities Defined Area	NoC/Certificate from Competent Authority
1	Bungee Jumping	Keonjhar, Mayurbhanj, Sundergarh, Deomali, Kolab, Daringbadi, Mahendragiri, Barunei Hills.	For Bungee Jumping & Zip lines - Structural Stability Certificate (PWD); for rope stability - BIS/ Relevant International Agencies. certification from IMF / other similar institution, Forest Department (if in forest area), Certificate from Local Authority, Optional – Local RTO
2	Mountaineering/Trekking	Mahendragiri, Daringbadi, Deomali, Barunei Hills, Hirakud, Chilika, Kolab	
3	Rock Climbing	Khandadhar Falls, Gandhamardan Hills, Hirakud, Deomali, Barunei, Mahendragiri, Kolab	
4	Personal Light Electric Vehicle (Plev/Segway) Tours	All National Parks and Sanctuaries	
5	All-Terrain Vehicle (ATV) Tours	Chandaka Wildlife Sanctuary, Barunei Hill, Chandipur Beach, Gopalpur Beach, Talasari Beach, Sonapur Beach, Puri-Chandrabhaga Beach, Deomali, Chilika, Kolab, Tampara, all Ecotour Sites.	
6	Artificial Wall Climbing & Abseiling	Bhubaneswar, Cuttack and other Major Cities	
7	Zip Wires & High Ropes Courses	Balakumari Temple Chikiti, Nrusinghanath-Harishankar, Maninag Temple Ranpur, Deomali, Daringbadi, Mandasuru, Hirakud, Bhimkund.	
Additional activities related to adventure tourism will be identified by the department of tourism on a periodic basis with support from other stakeholders as per requirement.			

Category 3: Water-based Adventure Sports (Tentative list of activities and destinations)

SI	Activities	Activities Defined Area	NoC/Certificate from Competent Authority
1	Kayaking / Sea Kayaking/ Rowing	Puri, Gopalpur, Talasari, Chilika Lake, Satkosia, Tampara, Ansupa, Hirakud, Koraput, Malkangiri, Rengali Dam, Bada Ghagara, Kanjhari Dam, Anandpur Barrage	National Institute of Water sports (NIWS), Inland Waterways Authority of India (IWAI), IWT, State Pollution Control Board, Certification form Local Authority, CRZ clearance, Clearance from Odisha Maritime Board (OMB). Directorate of Ports & Inland Water Transport (For vessels certifications)
2	River Cruising	Bhitarakanika, Hukitola, Paradip, Cuttack, Hirakud, Kolab, Jalaput, Balimela, Rengali Dam, & major resorvoirs	
3	Scuba Diving	Gopalpur, Puri, Sonapur, Astaranga, Hirakud	
4	Snorkelling	Talasari, Puri, Gopalpur, Sonapur, Astaranga, Hirakud	
5	Water Sports Activities Like Jet Skies, Inflatable Boats, Speed Boats, Water Zorbing, Winch Parasailing etc.	Puri Sea Beach, Chadrabhaga, Gopalpur, Sonapur, Hirakud, Mahanadi, Kolab, Chilika, Talasari, Dhauli, Cuttack, Rengali Dam	
Additional activities related to adventure tourism will be identified by the department of tourism on a periodic basis with support from other stakeholders as per requirement.			

APPLICATION FORM**Annexure B****Personal Information:**

Enter Your full name _____
Mobile _____
Email _____
Address _____

Company Information:

Company name _____
M/s _____
Contact number _____
Email _____
Address of the _____
Establishment _____

Other Information:

Full name of the contact person _____

Mobile number _____

Place of Operation

☐ Sea ☐ Backwater ☐ River ☐ Lake
☐ Mountain ☐ Forest ☐ Other

Operated by Firm ☐ Individual ☐

Operator Existing ☐ New ☐

(Existing Operator means operator who have prior water sports operational experience and currently operating successfully anywhere)

Applicant is a resident of Odisha Yes ☐ No ☐

PAN Number _____

GST Number _____

Aadhar if the applicant is an individual _____

Reg./Inc. No. If the applicant is a firm _____

Adventure Activity/ Activities undertaken –

SOP and Safety measures undertaken – Attached self-attested copy

Details of equipment:

Details of manpower:

Qualification & Certification:

Mention the type of Adventure Sports planned

Attach a copy of Detailed project report (DPR should contain promoter's details, qualified manpower, equipment details, Employment generation, Safety & Security measures to be undertaken, Project estimation, Projected balance sheet/ profit & loss account signed by CA, rescue mitigation plan, waste management, site location etc.)

Expertise in Adventure Sports (Attach certificates in support of claimed expertise and experience)

Provision of Amenities

Changing Room ☐ Toilet ☐ Restaurant ☐ Locker ☐

Restaurant ☐ Bathroom ☐ Any Other ☐

(All facilities are temporary in nature)

If additional documentation is required, the project proponent shall share the documents.

GENERAL CHECKLIST**Annexure C****List of Documents**

A.	Latest Net worth certificate of the promoters certified by a Chartered Accountant
B.	Equipment Details
C.	Certification of Equipment
D.	Registration Certificate for Pilot (If required)
E.	Insurance for participant
F.	Indemnity Bond
G.	Eligibility of Technical staff
H.	Self-Certification
I.	Other Details - Registration copy, GST Registration
J.	Ownership/ Lease of the site (If activity conducts in own land - latest land tax receipt) If activity conducts in Lease/rented site - copy of lease/rent agreement If activity conducts in a public place - NOC from concerned person/department This is not applicable for Cycling, Jeep Safari if conducted in public roads/ area)
K.	Qualification of personnel (Proof certifying the qualification of employees)
L.	Experience Certificate (Certificate showing the experience of the employees)
M.	Medical Fitness Certificate (medical certificate by a qualified medical practitioner holding at least M.B.B.S Degree and registered)
N.	First-aid & CPR training certificate (For Land Based Activities - Certificate showing proof of attending First Aid & CPR training of the employees)
O.	For Water Based Activities (Certificate showing proof of attending Life Saving Techniques training)
P.	Engineer Certification (Applicable to physical structure of Zip Line, High Rope Activities and Artificial Wall Climbing. The structures must be inspected by OTDC engineers/ Empanelled Expert Agency/ and certify to use prior to the expert committee verification)
Q.	PBH Certification (Power Boat Handling certificate from a competent institute)
R.	PPP card (Paragliding Piolets Proficiency Indication card to be uploaded)
S.	copy of CRZ clearance from Odisha Coastal Zone Management Authority. (If Applicable)
T.	Clearance form ACI/ NIWS/IMF etc.
U.	NOC from Airport Authority (If Applicable)
V.	NOC from SP/DFO/Tehsildar
W.	Any other relevant documents / Certificates

PROPOSED EQUIPMENT DETAILS***Annexure D***

Sl	Name of the equipment	Make/ Model (if applicable)	Year of Manufacturing	Life of Equipment (in Yrs)	Ownership Details (Own/Rental)	Certification Number	Certification Authority	Remarks

This is a tentative format, and the DoT may modify it as per requirements from time to time.

PROPOSED MANPOWER DETAILS***Annexure E***

Sl	Name	Highest Qualification	Experience in the field of Adventure Tourism	Years of Experience	Certification Details	Certificate Issued by	Remarks

This is a tentative format, and the DoT may modify it as per requirements from time to time.

SELF-CERTIFICATION***Annexure F***

1. I/we have a registered office in India, valid GST registration, PAN number and a bank account. The firm is registered as Company / Society / Proprietorship / Partnership / others
2. I/we have instructors / employees with technical qualification and experience in conducting adventure activities as specified in the "Adventure Activity Guidelines" published by Department of Tourism
3. I/we possess specialised equipment commensurate with needs of undertaking and running the respective adventure activities and equipment's have standardisation as specified in the "Adventure Activity Guidelines" published by Department of Tourism
4. I/We will provide all the NOCs / certifications / any other documents required by the Department of Tourism. Without these, I/We will not operate adventure activities.
5. I/we operate the adventure activities with the required permits/licenses as prescribed by concerned departments under Government of Odisha and/or the Government of India, if any.
6. I/we follow a strict 'leave no trace' waste management policy and conform to high sustainability standards.
7. I/we display the fee for each activity prominently at the place of activity
8. I/we have valid public and other liability insurance coverage.
9. I/we have Standard Operating Procedures (SOP) for each adventure activities. The same will be briefed to all participants prior to the commencement of each activity and the dos and don'ts of each activity must be displayed prominently at the place of the activity.
10. I/we maintain the list of documents on site specified in the "Adventure Activity Guidelines" published by Department of Tourism and must be able to produce it on demand or verification by concerned authorities:
11. I/we assure that highest safety measures will be followed for conducting all adventure activities
12. In case of any replacement, we will ensure that similarly experienced manpower is provided as a substitute, without these, I/We will not operate adventure activities.
13. I/we ensure that the adventure activities are being carried out in an area of reasonable operating safety. Each equipment shall be fit for respective activities.
14. I/we nominate an activity leader for the conduct of each activity for each guest or group and he/she is trained in First Aid/CPR.

15. I/we ensure that all participants must be given a safety briefing before each activity.
This should cover operation of equipment, if any, all aspects of risks and action to be taken both by conducting staff and the participants in detail.
16. I/We shall provide insurance coverage to tourists participating in adventure activities.
17. One third of our staff possess Medical Fitness Certificate and trained in First Aid.
18. I/we have a list of the nearest hospitals and medical facilities with their contact details
19. I/we have prepared a detailed Emergency Action Plan (EAP) with Evacuation routes and emergency procedures and regular training has been imparted to the staff for the same
20. I/we have conducted Risk Assessment of all adventure activities before introducing it and maintain documentation of the Risk Assessment and shall produce it on demand by authorities.
21. I/we own and carry first aid kit with enough (unexpired) supplies for all participants. The kit shall contain, at the minimum the set of medicines listed in the Adventure Activity Guidelines" published by Department of Tourism in addition to specific medicines suiting to the nature of the activity.

I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it.

I hereby agree to indemnify and do not hold the Department of Tourism, Government of Odisha from and against all claims, demands, or causes of action of any kind or nature resulting from or in connection with the adventure activities being organised and conducted by our employees / firm.

Dated this day of..... 20.....

Name of person/s: -

Designation;

Signature:

Name of the company.....

Address:

.....

Company seal/stamp.

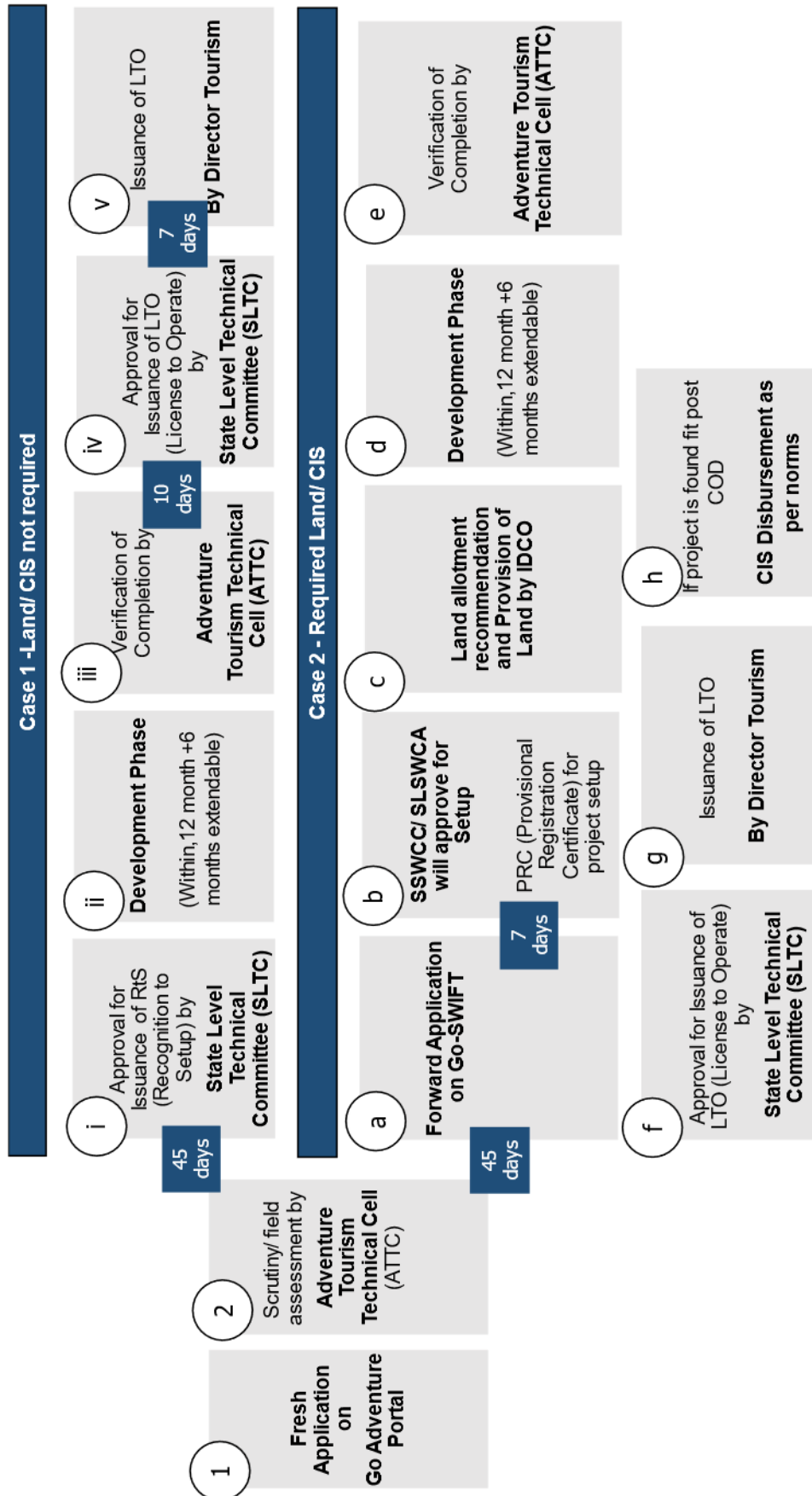
INDICATIVE TIMELINES***Annexure G***

Sl. No	Responsible Authority	Process Steps	Indicative Timelines
1.	ATTC	Application Scrutiny	45 Days
2.	SLTC	Recommendation	10 Days
3.	Issue of any certificate	RtS / LTO/ PRC	Within 7 days of receipt of approval

N.B: ‘days’ mentioned are ‘working days’ only.

APPLICATION PROCESS AND APPROVAL FLOW

Annexure H



**GUIDELINES FOR SAFETY AND RESCUE IN
ADVENTURE TOURISM*****Annexure I***

- i. Every group of persons taking part in adventure tourism activity must be accompanied by a person designated as a “leader”.
- ii. “Leaders” must possess appropriate qualification and skills as indicated in relevant chapters of this document.
- iii. Every person joining a group engaged in tourism activity must receive an introductory training and leaders should be satisfied that they have acquired the skills necessary to participate.
- iv. Leaders should have a first aid certification and must be competent to impart first aid training in the use of stretchers.
- v. Leaders should be familiar with search procedures and should brief all group members in these procedures.
- vi. All group members must be familiar with the use of radios where these are being used.
- vii. Leaders should be proficient in the use of maps and compasses in any weather by day or night.
- viii. Leaders should be satisfied that all members are medically fit to take part in the adventure tourism activity.
- ix. Leaders should satisfy themselves that equipment to be used meets all the safety norms for each adventure sport; all verification have been carried out as recommended by the manufacturer and are fit for use.
- x. Under no circumstances should the capacity rated by the manufacturer of adventure tourism equipment be exceeded, any unauthorised modifications except as additional safety measures be carried out or substandard material used.
- xi. Information regarding nature of activity, area of operation, period of activity, possible hazards, persons to be contacted in an emergency and list of members should be given to the concerned safety and rescue committees.
- xii. Suitable hand-held devices with graded distress signal capabilities should be made available to adventure tourist groups at suitable prices when available in India.
- xiii. A qualified Doctor should be available on call.
- xiv. Communication facilities such as Mobile Telephone/ Walkie-Talkie etc. should be available.

Guidelines for Water Sports

- i. The latest guidelines issued by the Department of Tourism, Government of Odisha, will apply to all water sports operators and must be strictly followed.
- ii. Water sports operators who manage watercraft, boating, water scooter, and Jet Ski activities should obtain the appropriate NOC, registration, and other necessary approvals.
- iii. All participants must wear appropriate buoyancy aids and, where necessary, protective headgear. Helmets are mandatory for river sports.
- iv. In water sports where there is a possibility of being thrown into the water, all participants must be swimmers.
- v. All equipment should be inspected by a competent person or the manufacturer at least once every season or every six months, whichever is sooner.
- vi. A logbook should be maintained for each craft, documenting usage, verifications, repairs, and modifications. Additionally, a river logbook must be maintained for river rafting operations.
- vii. All craft that are away from the base of operations should carry a first-aid kit, emergency equipment, and a repair kit. They should also carry navigational equipment where appropriate.
- viii. All craft should display a list of the minimum equipment, and accessories as recommended by the manufacturer.
- ix. The capacity rating of the craft should be prominently displayed and visible to the users, along with a warning of potential hazards.
- x. No person should be allowed to participate under the influence of illicit drugs or alcohol.
- xi. Incidents and accidents should be immediately reported to the concerned safety committee.
- xii. Medical concerns: Individuals suffering from serious medical conditions such as a weak heart, epilepsy, back or spinal problems (such as a slipped disc), and expecting mothers should not be allowed to participate in river sports or adventure tourism such as scuba diving.
- xiii. Age limit: The age limit for water sports should be prominently displayed in all literature and at the base of operations. For river sports, the age limit is 14 years and above for all sections, and 10 years and above for float trips (Grade II). Based on the river section and conditions, this can be relaxed by 1 or 2 years by the trip leader.

- xiv. A liability waiver should be signed by the client prior to the river trip, clearly mentioning the inherent risks involved in the sport.
- xv. For river sports, life jackets must always be worn while in the river or on the boat. The life jackets must be fastened properly and have a minimum buoyancy of 8.9 kg. Appropriate life jackets should be used, and inflatable life jackets should not be used on the river.

Guidelines for Aero Sports:

- i. The latest guidelines issued by the Department of Tourism, Government of Odisha, will apply to all Aero sports operators and must be strictly followed.
- ii. The Operator shall engage trained crew possessing valid certificate in handling the respective Aero Sports vehicles type from the DGCA any other agencies authorised by the Ministry of Tourism.
- iii. All pilots/instructors and participants must be medically examined and certified fit to participate in aero sport. Participant should be medically fit and briefed on emergency procedures.
- iv. All aero sports should be undertaken only in day light hours.
- v. Clearance in powered flying, such as micro light and powered hang gliders should be obtained 4.6 from the concerned air traffic control while flying in controlled airspace. In uncontrolled areas, a responsible person should be available on ground to give take-off and landing clearances.
- vi. For un - powered flying, such as hang gliding and paragliding a launch master should be present at the take-off site and a landing area safety officer at the landing zone.
- vii. First aid equipment, along with a suitably trained person, should always be available.
- viii. All pilots, passengers, and parachutists must wear protective helmets.
- ix. All aero sports activities must be conducted when the sky is clear of clouds, the surface is in sight, and visibility is at least one nautical mile.
- x. No person should be allowed to participate in aero sports under the influence of drugs or alcohol.
- xi. Rules for avoiding collisions:
(For these rules, micro light aircraft, powered hang gliders, etc., may be read as aircraft).
 - a. No aircraft shall be flown in a manner that creates a danger of collision.
 - b. Formation flying is not recommended.
 - c. All aircraft must avoid passing under, over, or in front of another aircraft unless well clear of it.
 - d. The lower aircraft always has the right of way, except for aircraft in any emergency.

- e. When two aircraft approach each other head-on, they should turn to their right.
- f. Overtaking is not allowed under any circumstances.
- xii. All aircraft, parachutes, and airborne equipment must be inspected and certified fit by a competent person on a daily basis.
- xiii. Logbooks should be maintained for all aircraft, parachutes, and airborne equipment, recording their usage, verifications, modifications, and repairs.
- xiv. Repairs and modifications of airborne aero sports equipment must be carried out with the manufacturer's approval.
- xv. All clubs, associations, government bodies, and other organisations offering aero sports facilities must maintain an operations manual. This manual should be available at the site of the aero sports activity, and a copy should be sent to the concerned safety committee for review. The manual should contain standard operating procedures, a list of mandatory equipment checks, details and specifications of equipment, and emergency procedures.

Guidelines for Land Based Sports:

- i. The operator shall engage trained crew members who possess valid certificates in handling the respective land-based sports vehicles from the RTO, Police Department, Department of transport and any other agencies authorised by the Committee.
- ii. Land-based sports operators who have obtained licenses and operational certificates from the concerned competent authorities may be provided recommendation or renewal without requiring a separate verification from the Committee.
- iii. However, those land-based sports operators who have failed to fulfil the basic eligibility criteria for recommendation, even if they have licenses and operational certificates from the competent authorities, may continue to operate but shall not be recommended by the Committee.
- iv. All members of mountaineering expeditions should be adequately qualified for participation in the sport. A basic course certificate issued by National Mountaineering Institutes should be considered sufficient for this purpose.
- v. Leaders of mountaineering expeditions should possess adequate qualifications approved by the Indian Mountaineering Foundation. Members of mountaineering expeditions and trekking groups should be physically fit.
- vi. Equipment used for mountaineering and trekking should be UIAA certified or approved by the Indian Mountaineering Foundation.

- vii. Rescue equipment, such as ropes, harnesses, pulley systems, and portable stretchers, must be maintained as a separate kit in a suitable package, clearly marked with the words "Rescue Equipment."

Important Notice

In addition to having an element of risk, adventure tourism is usually undertaken in remote areas, often inaccessible by road. To minimise risks, it must be ensured that adequate safety measures are adopted by all agencies conducting adventure tourism, especially where tourists are involved. Rescue arrangements must also be swiftly put into operation to minimise loss of life and limb in the event of mishaps.

Standard Operating Procedure (SOP):***Annexure J***

- i. Adventure Sports shall only be allowed from designated locations. The finalisation of locations shall be done in consultation with District Administration and concerned Department and feasibility report prepared by the DoT appointment expert agencies.
- ii. Multiple operators may be allowed to operate with due approval of SLTC..
- iii. The Operator shall make available all lifesaving equipment, fire-fighting appliances, communication, rescue tubes, First Aid Facilities and other equipment on the vessels duly certified by the Competent Authority.
- iv. The Operator should follow Sustainable Tourism Criteria of India (STCI) guidelines and the seven principles of 'leave no trace' in adventure operations and leave camp sites and adventure areas in a pristine condition.
- v. All Operators shall deliver a "safety brief" before leaving the starting point for
 - a. Correct wearing of buoyancy aids.
 - b. Dos' and Don'ts in case of a fire on board
 - c. Dos' and Don'ts in case of any health emergency
 - d. Weather condition of the day
 - e. Following best practices for cleanliness
- vi. Department of Tourism shall take proactive steps to determine carrying capacity of popular adventure areas to avoid overcrowding.
- vii. Odisha Police shall ensure law & order and general security in and surrounding the operation site and access leading up to such infrastructure.
- viii. Only Department of Tourism or District Collector (in cases of emergency, law & order, pandemic etc) shall have the powers to issue orders for temporary closure of operations at the site/ infrastructure.
- ix. The agency will prepare a comprehensive hospital and healthcare facility map around adventure tourism activity sites to ensure quick access to medical assistance.
- x. Operators must provide first aid facilities at all adventure tourism locations to address minor injuries and emergencies promptly.